

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCE OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 06-137

OPENING DATE: 12 May 2006

CLOSING DATE: 12 June 2006

ANTICIPATED FILL DATE: 23 Jul 06

POSITION TITLE AND NUMBER

Logistics Management Specialist
PDCN R0367000 MD # 2144-03L

UNIT/ACTIVITY AND DUTY LOCATION

HQ, 449th Avn Bde, NCARNG
Kinston, North Carolina

GRADE AND SALARY (Incl Loc Pay of 12.52%)

GS-0346-09 \$ 42,955.00 – \$55,846.00 per annum

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is **STATEWIDE**. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and individuals who are eligible and willing to enlist in the North Carolina Army National Guard.

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is **required** that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: JFHQ-NC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. It must be received not later than the closing date or if mailed postmarked by the closing date. **NOTE: Information that must be provided when applying for a technician position is as follows: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext. 6172/6431. Faxed or E-mailed copies will not be accepted.**

QUALIFICATIONS REQUIREMENTS: Must have 24 months specialized experience which demonstrates that the applicant has acquired the below listed KSA's. Education may be substituted for experience when applicable and the appropriate transcripts are submitted with application. In-service placement actions will be considered when applicable.

KNOWLEDGE, SKILLS ABILITIES (KSA's)

Below are listed the KSA's for this position. Applicants **must** address each KSA individually in paragraph format by explaining any civilian and military work experience *(with inclusive dates that reflect 24 months of specialized experience)* that provided that KSA. It is **required** that this statement be attached to the application. **Failure to include KSA's with inclusive dates will result in the applicant not being considered for this position.** For more information or assistance, call **1-800-621-4136 ext. 6172/6431.**

1. Skills in integrating the actions of two or more specialized support activities for the purpose of meeting program goals.
2. Skill in working with persons at various levels and backgrounds.
3. Ability to monitor such functions as program planning, resource and fiscal management, and/or automated data processing to meet the logistics plan and identify delays or problems.

CONDITION OF EMPLOYMENT: 1. **Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG). NCARNG status (military grade, MTOE or TDA assignment, MOS/SSI, military unit) and experience must be entered on the application.** The recommended applicant **will not** be approved for promotion until they occupy a compatible MOS in the NCARNG shown under Military Assignment on the reverse side of this announcement. 2. The applicant selected for this position will be **required** to participate in the Direct Deposit/Electronic Fund Transfer Program.

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MILITARY ASSIGNMENT: Assignment to a compatible will be determined at a later date.

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPAL DUTIES AND RESPONSIBILITIES: Plans and coordinates all matters pertaining to supply, maintenance, troop movements, logistic readiness, services and miscellaneous logistic support of the command and its subordinate elements. Maintains close and continuous coordination with such support activities responsible for logistic support operations as the United States Property and Fiscal Office (USPFO), the Combined Support Maintenance shop (CSMS) and Division Logistics System (DLOGS). Monitors logistic readiness by reviewing qualitative and quantitative reports on the status of equipment in comparison with requirements and availability. Prepares logistic estimates, reports and plans and recommends actions to enhance the command material readiness posture. Reviews Modified Table of Organization and Equipment/Table of Distribution and Allowance (MTOE/TDA) and recommends additions and deletions. Make recommendations regarding the distribution of critical end items affecting material readiness and oversees and coordinates actions resulting from acceptance of those recommendations. Advises and assists other, staff personnel in logistic matters pertaining to their areas of responsibility and assesses current and proposed operations and plans for logistic impact. Oversees, coordinates and administers the logistic functions of the subordinate elements by developing and issuing policy guidance on logistic matters including receipt, storage, issue, turn-in, in-storage maintenance of supplies, property accountability, supply economy, supply discipline, troop movements and billeting for training exercises, etc. Initiates and coordinates training in supply subjects for appropriate personnel in the command. Administers the Food Service Program of the brigade and subordinate units. Coordinates with the brigade training technician for procurement of needed supplies, transportation, billeting, etc., in support of training activities. Visits units to conduct inspections and provide guidance and assistance in logistical matters. Supervises the Brigade Supply Discipline program. Develops guidelines for conducting convoy movements of troops. Works in close harmony with DLOGS personnel on such property matters as inventory adjustments. DLOGS Data Base, MTOE additions or deletions, etc. Monitors equipment status, determines maintenance requirements and recommends maintenance priorities. Coordinates maintenance support by external organizations. Evaluates the adequacy of the internal maintenance organization of the command. the skills of the personnel engaged in unit maintenance activities and the adequacy of maintenance equipment and facilities and makes appropriate recommendations to improve or uphold the maintenance posture of the command. Develops budget estimates for logistic areas such as troop movement, rations, supply maintenance, etc. Serves as member of Brigade Program Budgeting Activity Committee (PBAC). Prepares justification for budget items. Recommends priority for expenditure of funds for procurement of needed items for support of operations. Performs other duties as assigned.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted to your unit/activity bulletin board.

ADDITIONAL INSTRUCTIONS: 1. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories; Male or Female; American Indian or Alaskan native; Asian or Pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 2. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date. 3. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974

DISTRIBUTION:

A, B, C-3, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-1, AGAV-1, AGCS-3, DCSANG-1, G4-4, G3-3, G1-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1